

City Council Finance Committee Meeting Notes

Tuesday, October 29, 2013

7:00PM

Hurley Building

Present: Finance Committee members: Taylor, Terwilliger, Wade, White
Council members: Bucci, Mayor Polimeni, Whitcomb
City Staff: City Manager Forrest, Assistant City Manager White, City Clerk/Treasurer Abdallah, Public Works Director Sprague, Fire Chief Marentette, City Attorney Smith

1. Civic Center Lease

City Manager Forrest a proposed a 5-year (2014-2018) lease arrangement with the Greater Canandaigua Civic Center. It would extend the current 2009-2013 lease and contain mostly the same provisions as the expiring lease, including a \$1/year rent for the property. The only material difference is an added charge to the Civic Center of \$200/month for 19 months, satisfying a past debt owed to the City. The Civic Center board has already approved terms of the new lease.

Action Taken: Committee voted 4:0 to recommend to Council, in the form of a resolution, authorization for the City Manager to enter into the proposed lease agreement.

2. Pedestrian Crosswalk Beacon Bid

Public Works Director Sprague reviewed the results of bidding for the purchase of five flashing cross walk beacon systems. Three solicitations were sent out, and all three were returned. The low bid of \$24,750 was from Traffic & Parking Control Company, Inc. Mr. Sprague explained that bids for 5, not 6, systems were requested. This was a result of NYS DOT not approving median beacons for the Antis/Saltonstall Street crosswalk. (Committee/Council members raised a strenuous objection to this decision by the state, and all agreed that the City needs to appeal the decision. A separate action will be initiated in the near future.) Mr. Sprague requested approval to move ahead with the low bid. The proposed purchase is covered by the 2013 budget.

Action Taken: Committee agreed 4:0 to recommend to Council, in the form of a resolution, authorization for the City Manager to execute a contract with Traffic Parking & Control Company for the proposed purchase.

3. Comprehensive Plan – Environmental Impact

City Attorney Smith led the Committee through a draft Full Environmental Assessment Form (Parts 1 and 2) for the new City Comprehensive Plan, as required by law. Environmental impacts of the plan itself were found to be minor.

Action Taken: Committee agreed 4:0 to recommend to Council, in the form of a resolution, that a SEQR Negative Declaration be filed by the City as lead agency in this matter.

4. Main Street Sidewalk Snow Removal

City Manager Forrest and Assistant City Manager White announced that the City will assume responsibility for downtown sidewalk snow removal for the 2013-2014 winter season. Primary

reason is the need to experiment with methods that will not damage some of the delicate features of the new streetscape and to coordinate sweeping/plowing with removal of the snow to an offsite location. It was noted that other than in-kind labor, no material additional costs would be incurred.

Action Taken: None, this was an information-only topic.

5. 2014 Budget Meeting Schedule

City Manager Forrest and Assistant City Manager White reviewed a proposed budget workshop/hearing schedule. A modification of the date of one session was necessary to accommodate Council members' schedules.

Action Taken: The following schedule was agreed to – Budget Workshops: 11/6 and 11/12, 5:30PM-9:00PM, Hurley Building; Budget Wrap-ups: 11/18 and 11/19, 5:30PM-9:00PM, Hurley Building; Public Hearing: 11/21, 7:00PM, City Hall (during special Council meeting); and Budget adoption: 12/5, 7:00PM, City Hall (during Council meeting).

6. Fire Department Budget Options

Fire Chief Marentette and Clerk/Treasurer Abdallah reviewed a modified proposal, including costs, for 2014 Fire Department staffing. Included in the proposal were: 1) 9 career firefighters plus Chief; 2) additional OT plus use of part-time paid firefighters to ensure minimum paid staff level of 2/shift; 3) one promotion to Captain; 4) bunker program; and 5) on-call pay for times when the Chief is out of town. Incremental cost over the 2014 base case, which includes 6 career firefighters plus Chief but none of the other above provisions #2 through #5, is \$383,687. However, this incremental cost will be offset by additional \$85K revenue from the Town of Canandaigua if the City can guarantee that Station 2 is staffed by at least one firefighter/driver 24/7.

Action Taken: None, this was an information-only topic in preparation for the upcoming 2014 budget process.

The meeting was adjourned at 9:00PM. The November Finance Committee meeting is canceled, replaced by 2014 budget workshops/hearings scheduled for the month of November.

Respectfully submitted,

James Terwilliger
Finance Committee Chair